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Date: By: DT

MEMORANDUM FOR: CHIEF, TRAINING DIVISION

SUBJECT: Capacity Increase in the Common Instruction Section

1. In order to increase the capacity of Common Instruction section to the level of anticipated requirements, the following measures have been taken. These measures will increase by 33 per cent the output of trained students by the section, in comparison to the system used at present.

2. The SOC will begin overlapping courses on 9 October; that is, advancing the opening date of SOC 14 by three weeks. At that date, a system of staggered courses with a one-week break between every two overlapping courses will be followed. Thus the pattern for the SOC will be as follows:

SOC 13	18 September to 20 October 1950
SOC 14	9 October to 10 November 1950
SOC 15	20 November to 22 December 1950
SOC 16	11 December to 12 January 1951

No major problem will result from following this pattern.

3. The identical system will be instituted in the OC on 20 November in time to absorb the increased number of students caused by the overlapping system discussed above. Thus the pattern of the OC for the next four months will be as follows:

OC 11	18 September to 20 October 1950
OC 12	30 October to 1 December 1950
OC 13	20 November to 22 December 1950
OC 14	1 January to 2 February 1951

No major problem will result from following this pattern.

4. The complexity of the AOC and its heavy reliance on guest speakers make it impossible to foretell the exact steps necessary to harmonize the AOC capacity with the increased capacity of the other two courses. In view of the fact that the increased training load will not make itself felt in the AOC until the turn of the year, and also in view of the

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possibility that a substantial number of the students will, for various reasons, never reach the AOC, it seems safe as well as wise to explore all possibilities for adjusting the AOC before committing it to a definite course of action. [REDACTED] and his staff will submit recommendations to me within the next two weeks.

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25X1A9a 5. The above measures are keyed to requirements estimated on the basis of training requests now on file with [REDACTED]. Should there be a substantial change in the estimated number of training requests, corresponding capacity adjustments for the Common Instruction section will be made.

[REDACTED]
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Chief, Staff Training Branch /

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